

**GOVT. OF NCT OF DELHI
DIRECTORATE OF EDUCATION
ESTABLISHMENT –IV BRANCH, OLD SECRETARIAT, DELHI
Website: <http://www.edudel.nic.in>**

No.: DE.4/8/23/E-IV/Lab.Asstt.(Promotion)/2023-24/1002-1005 Dated : **03/10/2024**

To,

All Head of Departments,
Govt. of NCT of Delhi,
Delhi/New Delhi

Subject: Inviting the names of eligible Group-D (Now Group-C) employees for preparation of Tentative Eligibility List for promotion to the post of Laboratory Assistant in the Directorate of Education, GNCT of Delhi for the year 2023 & 2024 (including carry forwarded vacancies)-regarding.

Sir/Madam,

I am directed to inform you that Directorate of Education, Govt. of NCT of Delhi is considering the promotion of eligible Group-D employees (Now Group-C) of Govt. of NCT of Delhi to the Group-C post of Laboratory Assistant in the Pay Level-4 (Pre-revised PB-1 + grade pay Rs 2400) on regular basis for the year 2023 & 2024.

In this context, you are requested to bring it to the notice of all the concerned to furnish the details of all the willing and eligible Group-D Employees (Now Group-C) appointed on or before **31/12/2019** in the attached FORMAT (in hard copy) to the undersigned. The concerned official(s) should have completed 03 years service as regular employee on **31/12/2022** and should possess (es) **“Matriculation or equivalent/Higher Secondary with Science (Physics & Chemistry with Practical or Physics, Chemistry & Biology with Practical). Further cut-off date for acquiring required educational qualification is 31/12/2022.**

The particulars in a **prescribed format along with separate folder for each employee** containing the following documents should reach this office on before **30/10/2024** positively.

- (i) Attested copies of Educational Qualification (Mark Sheet & Certificate)
- (ii) Attested copies of SC/ST & PH Certificate, if applicable.
- (iii) Work & Conduct Report, Vigilance Clearance Report & Integrity Certificate.
- (iv) First page of Service Book showing the Name, DOB, Caste (Category) etc of employee.
- (v) Concerned page of Service Book containing the entry of ‘Date of absorption/redeployment’, in case of the employee is absorbed/redeployed in GNCT of Delhi
- (vi) The concerned page of Service Book containing the entry of “Date of Appointment” and “educational qualification” of the official clearly.
- (vii) An undertaking of Willingness in the prescribed format from the concerned official duly certified by the HOO/Branch Incharge.



Further, it is brought to your notice that:

- a) Department may forward willingness and an undertaking of the concerned official in the prescribed format along-with other service particulars.
- b) As per Gazette Notification dated 29.07.2013 issued by Ministry of Social Justice and empowerment Visually Handicapped/disabled person is not suitable for the post of Laboratory Assistant.
- c) The officials who were promoted to the post of Laboratory Assistant and further repatriated to his/her previous post in previous department on his/her request is not eligible for again promotion to the post of Laboratory Assistant as per circular No.DE.4(8)/23/E-IV/Lab.Asstt./2012/Pt.-III/3038-53 dated 02.08.2017 issued by Directorate of Education, GNCTD.
- d) No individual application from any employee(s) will be entertained directly, in any case.

This Directorate will not entertain any applications received after **30/10/2024**. No weightage will be given to previous panel/s.

It is advised that kindly get in touch with the Directorate of Education website (<http://www.edudel.nic.in/>) for timely information in this matter.

This issues with prior approval of the Competent Authority.


Encl: As above


Arun Kumar
Section Officer (E-IV)

No.: DE.4/8/23/E-IV/Lab.Asstt.(Promotion)/2023-24/1002-1005 Dated : 03/10/2024

Copy for information to:

1. P.S. to Director, Directorate of Education, GNCT of Delhi.
2. PA to Addl.DE (Admn.), Directorate of Education, GNCT of Delhi.
3. All RDE/DDE, Directorate of Education, GNCT of Delhi.
4. OS (IT), Directorate of Education, to upload this order on the website of the Department in Public Circular.


Arun Kumar
Section Officer (E-IV)

Terms /Instructions

- The Directorate of Education reserves the right to post promoted officials in any Govt. school of Directorate of Education where vacancy exists.
- The official once posted on promotion will have a lock-in period of 2 year in that school and no application of request for transfer will be entertained.

Undertaking of willingness for promotion to the post of Laboratory Assistant

I, _____ (name of employee), _____ (designation) has read & agreed with the above terms/instructions. I, hereby give my willingness for promotion to the post of Laboratory Assistant and give my consent to forward my name and other relevant particulars to the Dte. of Education.

Signature of Employee _____

Name _____

Designation _____

Certified that the official has given
Consent & willingness and signed in-front of me

Signature & Seal of office
With name of HOO/Branch Incharge

FORMAT (In Hard Copy)

SI No	Name & Designation	Residential Address and contact number of the official	Date of acquiring requisite qualification (in DD-MM-YYYY format only For Example 01- Jan-1980)	Department where working	Branch/ Zone/ Circle / Unit/ Distt. where working.	Date of Birth (in DD-MM-YYYY format only For Example 01-Jan-1980)	Date of Appointment. in case the employee is absorbed in GNCT of Delhi, strictly provide his/her Date of Absorption/ Redeployment. (in DD-MM-YYYY format only For Example 01-Jan-1980)	Whether Work & Conduct (Satisfactory OR Not)	Whether integrity certified (Yes or No)	Whether clear from Vigilance Angle (Yes or No)	Subjects at 10th Level as per certificate	Board / University	SC/ST/ PH/ GEN	Fit or unfit for promotion	Remarks
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16

Certified that: -

1. The above particulars in r/o above official(s) has/have been verified & checked from Service Book/record and is correct to the best of my knowledge.
2. No vigilance case/disciplinary proceedings is pending or being contemplated against the above named official(s). Certificate is enclosed.
3. The work & conduct of above official(s) is/are satisfactory and integrity certified. Certificates are attached.
4. The employee(s) concerned possess(s) essential qualification especially "Science with practical" at 10th level/in matriculation as per Recruitment Rule: of the post of Laboratory Assistant.

(Signature of Head of Office)

With office seal

Name : _____

Address of office : _____

Contact No.: _____

1. The above proforma should be in MS (Excel) format and it may be ensured that Date of Acquiring Requisite Qualification, Date of Appointment, Date of Appointment in case the employee is absorbed in GNCT of Delhi, provide his Date of absorption/re-deployment, should be filled only in this pattern i.e. (Date in figure/Month in words/Year in figure) for example 01-Jan-1980.
2. Hard copy must be signed with office seal.

संख्या डी-डी (डीएमओ)-187
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GOVERNMENT OF INDIA

DELHI ADMIN.
 HC (CD UNIT)

दिल्ली राजपत्र

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 DELHI, WEDNESDAY, MARCH 21, 1990/PHALGUNA 30, 1911

भाग IV
 PART IV

दिल्ली प्रशासन, दिल्ली
 DELHI ADMINISTRATION, DELHI

विशेष सूचना (कराधान)
 अधिसूचना
 दिल्ली, 21 मार्च, 1990

संख्या डी-1/आ.वि. क./90/72428-33 :—दिल्ली
 विभागे के अधिनियम 1975 (1975 का 43) की धारा
 3 की उपधारा (2) द्वारा प्रदत्त शक्तियों का प्रयोग करते
 हुए, दिल्ली लोक राज्य सेवा के प्रशासक विभागे के कार्यभार
 को उक्त अधिनियम के अन्तर्गत उनके कार्यों के निष्पादन से
 सम्बन्धित करने के लिए निम्नलिखित अधिकारियों को तल्लो
 नियुक्त करते हैं :—

क्रम सं.	अधिकारी का नाम	पद
1	2	3
1.	श्री सुभाष कुमार	विभागे-कर निरीक्षक
2.	श्री सुभाष चन्दर	-वही-
3.	श्री के. के. शर्मा	-वही-
4.	श्री चन्द्रकांत शर्मा	-वही-

1	2	3
5.	श्री गूल चन्द	-वही-
6.	श्री आर. के. सक्सेना	-वही-
7.	श्री आर. एस. सेहरा	-वही-
8.	श्री कनवारी लाल	-वही-
9.	श्री श्याम सुन्दर	-वही-
10.	श्री आर. सी. त्यागी	-वही-
11.	श्री जी. डी. गुप्ता	-वही-
12.	श्री सुरेश कुमार शर्मा	-वही-
13.	श्री के. के. शर्मा	-वही-
14.	श्री आर. सी. गुप्ता	-वही-
15.	श्री आर. के. श्रीवास्तव	-वही-
16.	श्री मान सिंह यादव	-वही-
17.	श्री डी. एस. शवहोत	-वही-
18.	श्री साफिश चन्दर	-वही-
19.	श्री ज्ञान प्रकाश	-वही-
20.	श्री जयसूंदर लाल शर्मा	-वही-
21.	श्री आर. के. शीवान	-वही-

445 DG/90

(1) Attested

31C
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2. 3

20. श्री ए. एन. शर्मा विदेश-कर निरीक्षण

21. श्री ए. एन. शर्मा विदेश-कर निरीक्षण

22. श्री ए. एन. शर्मा विदेश-कर निरीक्षण

संघ राज्य क्षेत्र दिल्ली के प्रशासक के आदेश से तथा उनके नाम पर

संयुक्त सचिव, विदेश-कर (कराधान)

SPECIAL SECRETARY (TAXATION)

Delhi, the 21st March, 1990

अधीन प्रकृति तथा योग्यताओं के संबंध में इसके साथ संलग्न अनुसूची में विस्तारित संशोधन करने हैं, अर्थात्

संशोधन

उक्त अनुसूची में कालम 11 (यदि पदोन्नति/प्रतिनियुक्ति/स्वानुसूचन द्वारा नहीं होनी हो, तो वे वेद जिससे पदोन्नति/प्रतिनियुक्ति/स्वानुसूचन किया जाता है) के नीचे विद्यमान प्रविष्टियों के स्थान पर निम्नलिखित प्रविष्टियाँ प्रतिस्थापित की जायगी अर्थात् :-

कालम 11. पदोन्नति

नियमित आधार पर नियुक्ति के बावजूद में तीन वर्षों के सेवा अवधि वाले दिल्ली प्रशासन के वे "ग" वर्गीय कर्मचारी जिन्होंने विज्ञान प्रयोग सहित प्रौद्योगिकी एवं रसायन विज्ञान, अथवा प्रयोग सहित भौतिकी, रसायन विज्ञान व जीव विज्ञान सहित मैट्रिक या समकक्ष/हायर सेकेंडरी की हो तथा वे कर्मचारी जिन्होंने विज्ञान के बिना मैट्रिक या समकक्ष/हायर सेकेंडरी की हो शर्त यह है कि उन्होंने शिक्षा निदेशावली द्वारा संचालित तीन माह का विज्ञान में अनुसूचन पाठ्यक्रम सफलता पूर्वक पूरा किया हो।

संघ राज्य क्षेत्र दिल्ली के प्रशासक के आदेश से तथा उनके नाम पर

श. नारायण, संयुक्त सचिव (शिक्षा)

EDUCATION DEPARTMENT

NOTIFICATION

Delhi, the 21st March, 1990

No. F. 27/190-Edn.1800.—In exercise of the powers conferred by the proviso to article 309 of the Constitution read with the Government of India, Ministry of Home Affairs Notification No. F. 27/59-Hm (1), dated the 13th July, 1959, the Administration of the Union Territory of Delhi is pleased to make the following amendment in the Schedule annexed to this Administration's notification No. F. 2(16)/68-311, dated 22-12-71, as amended from time to time, containing rules regarding the method of recruitment and qualifications necessary for appointment to the post of Laboratory Assistant in the Directorate of Education, Delhi namely :-

AMENDMENT

In the said schedule, for the existing entries under column 11 (in case of rectification by promotion/deputation/transfer, grades from which promotion/deputation/transfer to be made), the following shall be substituted, namely :-

Group 'D' employees of Delhi Administration having three years service in the grade rendered after appointment thereto on a regular basis who are matriculate or equivalent/Higher Secondary with Science (Physics & Chemistry with Practical) and employed who are matriculate or equivalent/Higher Secondary without Science; provided they have successfully undergone a three months Orientation Course in Science conducted by the Directorate of Education.

By order and in the name of the Administrator of the Union Territory of Delhi

R. NARAYANA, Jt. Secy. (Education).

K. F. 10-1, CST/90/2428-33.—In exercise of the powers conferred by sub-section (2) of section 9 of the Delhi Sales Tax Act 1975 (No. 43 of 1975), the administrator of the Union Territory of Delhi is pleased to appoint with immediate effect the following officers to assist the Commissioner of Sales Tax in execution of the functions under the aforesaid act :-

S. No.	Name of the Officer	Designation
1.	S/Sh. Kristina Kumar	Sales Tax Inspector
2.	S/Sh. Satish Chander	"
3.	S/Sh. K. K. Bluffa	"
4.	S/Sh. Ghanshyam Gaur	"
5.	S/Sh. Anil Chaud	"
6.	S/Sh. R. K. Saxena	"
7.	S/Sh. R. S. Mishra	"
8.	S/Sh. Banwari Lal	"
9.	S/Sh. Shyam Sunder	"
10.	S/Sh. R. C. Tyagi	"
11.	S/Sh. B. D. Gupta	"
12.	S/Sh. Suresh Kumar Sharma	"
13.	S/Sh. K. K. Sharma	"
14.	S/Sh. R. C. Gupta	"
15.	S/Sh. R. K. Srivastava	"
16.	S/Sh. Man Singh Yadav	"
17.	S/Sh. D. S. Gahlot	"
18.	S/Sh. Lokesh Chander	"
19.	S/Sh. Gian Prakash	"
20.	S/Sh. Jawaharlal Sharma	"
21.	S/Sh. R. K. Dewan	"
22.	S/Sh. K. L. Wadhwa	"
23.	S/Sh. O. P. Dabas	"
24.	S/Sh. Ram Sarup	"

By Order and in the name of the Administrator of Union Territory of Delhi.

ANIL PADAL, Spl. Secy (Taxation)

विदेश-विभाग

संयुक्त सचिव

दिल्ली, 21 मार्च, 1990

संख्या पत्र. 27/1/90-विदेश/800 :- गुरु संघालय भारत सरकार की दिनांक 13 अक्टूबर, 1959 की अधिसूचना संख्या एफ. 27/59-एच. आर्. एन. (1) के साथ पठित संविधान के अनुच्छेद 309 के अंतर्गत द्वारा भारत सरकारों का प्रयोग करने हुए संघ राज्य क्षेत्र दिल्ली के प्रशासक समूह-समय पर पदसंशोधित इस प्रशासन की दिनांक 22-12-71 की अधिसूचना संख्या एफ. 2 (16)/68-311 से 2 के साथ संलग्न अनुसूची में विस्तारित संशोधन करने हैं, दिल्ली में प्रशासनात्मक शक्तों के पत्र पर नियुक्ति के लिए आदेशवक

210

RECRUITMENT RULES FOR THE POST OF LABORATORY ASSISTANT

Name of the post	No. of posts	Classification	Scale of pay	Whether selection post or non-selection post.	Age limit for direct rectx.	Education and other qualifications required for direct rectx.
1	2	3	4	5	6	
Lab. Asstt.	1555	Group 'C' Non-Gazetted Non-Ministerial	Rs. 1200- 2040/-	Non-selection	18-25 years (Relaxable for Govt. Servants)	Essential Senior Secondary/Intermediate with Science from a recognised University/Board Desirable At least 6 months experience as Lab. Asstt.

- Note:-
1. The age limit for direct rectx. will be relaxable in case of Schedule Caste/Schedule Tribes candidates and other special categories of persons in accordance with the general orders issued from time to time by the Central Govt.
 2. Nothing in these rules shall affect reservation and other concessions required to be provided for Schedule Castes and Schedule Tribes and other special categories of persons in accordance with the orders issued by the Central Govt. from time to time.
 3. No male candidate who has more than one wife living or no female candidate who has married a person already having a wife living shall be eligible for appointment in case of direct rectx. provided that the Administrator, Delhi may after being satisfied that there are special grounds for doing so, exempt any such candidate from the operation of this rule.
 4. Where the Administrator is of the opinion that it is necessary or expedient to do so, he may by order for reasons to be recorded in writing relax any of the provisions of these rules with respect to any person, class or category of persons/posts.
- * Amended vide Delhi Admn., Delhi Notification No. F.2(110)/80-83/11 dated 7.5.1975
 - * Amended by vide Delhi Admn., Delhi Notification No. F.2(102)/80-83/11 dated 3.5.1981
 - * Pay scale and educational qualification amended vide Notification No. F.2(102)/80-83/11 dated 23.8.1983.

16/C
121
280/C
VC
11/C

1. Age and educational qualifications prescribed for posts benefits will apply in the case of promotions

Period of probation

Method of recruitment, whether by direct promotion or by deputation/transfer and percentage of the vacancies to be filled by various methods

In case of Rectt. by promotion deputation/transfer grade from which promotion/deputation/transfer to be made.

If the D.P.C. exists? what is the composition?

Circumstances in which it is to be consulted in making rectt.

8 9
*Qualifications: 2 years
To the extent mentioned in Column 11
Age: No limit

By promotion
in which
by direct
rectt.

12 13
Promotion:- Group 'D' employees of Delhi Admn. having three years service in the grade rendered after appointment thereto on a regular basis who are matriculate or equivalent/Higher Secondary with Science (Physics & Chemistry with Practical or Physics, Chemistry & Biology with Practical) and employees who are matriculate or equivalent/Higher Secondary without Science provided they have successfully undergone a three months orientation course in Science conducted by the Directorate of Education.

N.A.

- *Amended vide Delhi Admn., Delhi Notification No. F.2(102)/80-S.II dated 3.3.1981
- *Amended vide Delhi Admn., Delhi Notification No. F.2(102)/80-S.II dated 14.3.1986
- *Amended vide Delhi Admn., Delhi Notification No. F.27/1/90-Edn./795-300 dated 21.3.1990.